

**University of Mumbai**  
**Institute of Distance & Open Learning**

**Notice for submission of Transfer Certificate (T.C.).**

**If you have already submitted the T.C. to I.D.O.L., then please, ignore the below mentioned procedure.**

Instructions for Students (who have taken admissions in I.D.O.L. in the academic year 2016-17, from different colleges of University of Mumbai).

Download the T.C.FORM from your login (website: idoluom.org), and submit the same, with all relevant documents and prescribed T.C. fees, at your last attended college.

Obtain T.C. from the college and submit the same to I.D.O.L by 28<sup>th</sup> February 2017. (T.C. along with covering letter to be submitted in a sealed envelope from the college.) After submission of T.C. to I.D.O.L., students are requested to fill up the attached form 'B' for reimbursement of Rs100/- , T.C. charges and submit to I.D.O.L. Accounts section at Room no. 105, up to 28th of February 2017. They are requested to bring the photo copy of T.C. FEES RECEIPT paid at the college.

17<sup>th</sup> February, 2017

Dr. Ambuja Salgaonkar  
(I/c Director)

Form - B

Name :- .....  
Application I.D.No.....  
Class:-.....  
Academic Year :- 2016-17  
Contact No. & email :-.....  
.....  
Address :-.....  
.....  
.....  
Name of the Bank & Branch.....  
.....  
Account No.....  
IFSC Code.....  
MICR Code.....  
PAN Card No.....  
Date:- .....

To,  
The I/c Director,  
I.D.O.L.,  
University of Mumbai,  
Vidyanagari, Santacruz (E),  
Mumbai -400 98.

Sub.: **Refund of Transference Certificate Fee**

Madam,

With reference to email dated 23<sup>rd</sup> January, 2017 regarding Transference Certificate Fee. In this connection, I am enclosing herewith a xerox copy of fee receipt for Rs.100/- which was paid by me in my College office.

I am, therefore, request you to kindly refund me Rs. 100/- as T.C. fee at your earliest.

Thanking you,

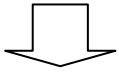
Yours faithfully

Encl.: - As Above

(Signature of Applicant)

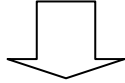
How to download Transfer certificate Application Form Academic year of 2016-2017.

**(1<sup>st</sup> Step)**



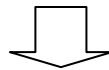
[www.idoluom.org](http://www.idoluom.org).

**(2<sup>nd</sup> Step)**



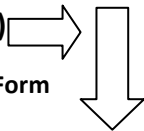
**Student Login (Using Username & Password)**

**(3<sup>rd</sup> Step)**



Summary Profile My Profile **Apply Online** Print Form Payment Questionnaire Cancel Admission Change Password Logout

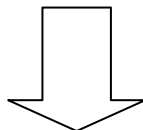
**(4<sup>th</sup> Step)**



**Admission Form**

Summary Profile My Profile Apply Online **Print Form** Payment Questionnaire Cancel Admission Change Password Logout

**(5<sup>th</sup> Step)**



**Print Form**

**(6<sup>th</sup> Step)**

Admission Form

**Statement Transfer**

Study material

Identity Card Fee Receipt

**Certificate**